

# MISSOURI



**2005**

**Fall Leadership Connections Conference**

**Registration Booklet**

# TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
<b>Welcome to the 7<sup>th</sup> Annual Missouri TSA Fall Leadership Connections Conference.</b> . . .	2
LODGING RESERVATIONS FORM .....	3
LODGING RESERVATION FORM .....	4
TENTATIVE AGENDA .....	5
<b>Thursday</b> .....	5
<b>Friday</b> .....	6
<b>Saturday</b> .....	7
CODE OF CONDUCT .....	7
DIRECTIONAL MAP TO THE LEADERSHIP CONFERENCE .....	7

## **Welcome to the 7<sup>th</sup> Annual Missouri TSA Fall Leadership Connections Conference.**

We are looking forward to another great year for the 7<sup>th</sup> Annual Leadership Connections Conference at the Ramada Inn of Jefferson City, MO. This conference is for 7<sup>th</sup> – 12<sup>th</sup> grade students who wish to gain experience in starting and running a TSA chapter. Every attendee, including advisors, is expected to participate in each part of the program. The full benefits of the conference can only be realized by completing all of the requirements.

Every participant will be assigned a color chapter with two to three advisors, including at least one experienced advisor. The color chapter experience will cover every aspect of starting and running a local chapter. The advisors are responsible for insuring that their students complete all of the requirements of this powerful and exciting experience.

All of the forms are available on the Missouri TSA web site at:  
[http://dese.mo.gov/divcareered/tsa\\_student\\_conferences.htm](http://dese.mo.gov/divcareered/tsa_student_conferences.htm). This is an intensive training conference for both advisors and students, so come prepared for a great experience.

If you have any questions concerning the conference, please contact me at (573) 751-7764.

Doug Miller, State Advisor

## LODGING RESERVATIONS FORM

**WHERE:**----- Ramada Inn and Convention Center ----- (573) 635-7171  
1510 Jefferson Street  
Jefferson City, Missouri 65110 FAX (573) 635-7519

**WHEN:**----- 3:00 p.m., Thursday, October 20 through  
11:45 a.m., Saturday, October 22, 2005

**WHO:** ----- Affiliated TSA members and advisors

**WHY:**----- Develop leadership abilities and strength in your local association

The conference is designed to help your local TSA association get a good start on your activities for the coming year and help develop your potential leaders. It is open to all schools with potential TSA membership. **The conference will begin at 6:30 p.m. on Thursday, October 7<sup>th</sup>** with a general session and will conclude after an awards brunch on Saturday, October 9<sup>th</sup>.

The activities will include:

- Developing a program of work (TSA Calendar of Activities)
- Leadership Development Program / TSA Achievement Program
- Managing your local association's meetings
- Public Relations and chapter promotional activities
- Missouri TSA Leadership Award
- Leadership competitive activities
- Quiz Bowl
- Fund raising
- Community service activities

**Registration:** Registration fee of \$45.00 per person (**payable to Missouri TSA**) that will include four meals, conference supplies and facilities. Lodging arrangements must be made and paid by you or your district. **Conference Registration** will be online and available to chapter advisors from September 1 through October 5, 2005 [http://dese.mo.gov/divcareered/tsa\\_student\\_conferences.htm](http://dese.mo.gov/divcareered/tsa_student_conferences.htm)

**LODGING:** Missouri TSA has blocked rooms for this conference. Rooms are \$55.00 per night + lodging tax (if not tax exempt) for up to four people in each room. All room reservations **MUST** be made with Ramada Inn (800) 392-0202, FAX (573) 635-7519, or <http://www.ramadajeffcity.com/> prior to October 5, 2005 in order to receive this special rate.

*On-site check in will be from 3:00-6:00 p.m. on Thursday, October 20, 2005.*

Make plans now to attend this important meeting!

**(ADVISORS, PLEASE READ AGENDA INSERT FOR EXPECTATIONS OF PARTICIPANTS)**

SAMPLE  
FORM ONLY

FILL-IN-FORM  
IS AVAILABLE  
ONLINE

## LODGING RESERVATION FORM

Please return by October 5<sup>th</sup> to:

Ramada Inn and Convention Center  
1510 Jefferson Street  
Jefferson City, Missouri 65109  
(800) 392-0202, FAX (573) 635-7519

### ATTN: MISSOURI TSA LEADERSHIP CONNECTIONS CONFERENCE

Advisors Name \_\_\_\_\_ Phone \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_ Arrival Date and Time \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Departure Date \_\_\_\_\_

Room Rates are \$62.00 +lodging tax for up to four in a room

#### Rooming List

Room Name _____	M/F _____	Room Name _____	M/F _____	Room Name _____	M/F _____
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Room Name _____	M/F _____	Room Name _____	M/F _____	Room Name _____	M/F _____
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Room Name _____	M/F _____	Room Name _____	M/F _____	Room Name _____	M/F _____
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Room Name _____	M/F _____	Room Name _____	M/F _____	Room Name _____	M/F _____
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# TENTATIVE AGENDA

Thursday

- 1:00 — 4:00 p.m. .... State Officer Team Meeting, **Board Room**
- 4:00 — 6:00 p.m. .... Registration and Check-in, **Hightower Court**  
**Advisor pickup chapter packet**
- 6:10 — 6:25 p.m. .... Advisors Meeting, **Sheffield Room**
- 6:30 — 7:45 p.m. .... **Opening Session, Hermitage Hall (75 minutes)**  
Opening Ceremony: State Officer Team  
Welcome:  
State Officer Presentation:  
Conference Overview:
- 7:45 — 8:00 p.m.                **PIZZA**

NOTE: The State Officer Team will be rotating from color chapter to color chapter so that all participants can be involved in all six (6) leadership topic presentations (30 minutes per topic). The following topics are:

## How To:

### ***Develop a Chapter Program of Work***

Presenters:

### ***Effectively Conduct Effective Meeting***

Presenters:

### ***Use the Leadership Development Program***

Presenters:

### ***Establish Effective Public Relations***

Presenters:

### ***Have Effective Working Committees***

Presenters:

### ***Plan Special Programs/Activities***

Presenters:

- 8:00 — 9:30 p.m.                Color Chapter Meeting, Session # 1 (90 minutes)  
1. Chapter Orientation  
    a. Leadership Topic presentations (3 rotations)  
    b. Leadership Connection Events Briefing  
2. Election of Officers
- 9:30 — 9:45 p.m.                Break
- 9:45 — 11:15 p.m.                Color Chapter Meeting, Session # 2 (90 minutes)  
1. Leadership Topic presentations (rotation)  
2. Begin Program of Work  
3. Selection of Standing Committees  
4. Work on Leadership Connection Events
- 11:30 p.m.                        Curfew — All in assigned rooms

## Friday

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**7:00 — 8:00 a.m.** Breakfast, Heritage Hall  
Invocation, Presentation and Announcements: State Officer Team

**8:15 — 11:15 a.m.** Missouri State Capital Tours,  
(*Shuttled by Color Chapter*)  
8:15 a.m. .... Red and Blue Chapters  
8:45 a.m. .... Orange and Green Chapters  
9:15 a.m. .... Yellow and Gold Chapters  
9:45 a.m. .... Black and White Chapters  
10:15 a.m. .... Silver and Brown Chapters

**8:15 — 11:15 a.m.** Color Chapter Meeting, Session # 3 (*3 hours*)  
▪ Program of Work and Leadership Connection Event Completion  
▪ Team Building Activities

**12:00 p.m.** Lunch, Heritage Hall  
Invocation, Presentation and Announcements  
State Officer Team

**1:00 — 3:00 p.m.** Color Chapter Meeting, Session # 4 (*2 hours*)  
Team Building and Work on Chapter Activities

**3:15 — 3:00 p.m.** Break

**3:00 — 5:45 p.m.** Leadership Championships Session 1 (*2 hours 45 minutes*)

### **SESSION 1 EVENTS SIMULTANEOUS**

Quiz Bowl, Hermitage Hall  
Chapter Business Procedures, Sheffield Room  
Opening and Closing Ceremony, Hampshire Room  
Promotional Bulletin Board, Eastover Room  
Secretary's and Treasurer's Book, Hightower Court

**6:00 — 7:00 p.m.** Dinner, Hermitage Hall  
Invocation, Presentation and Announcements  
State Officer Team

**7:15 — 7:45 p.m.** Color Chapter Meeting, Session # 5 (*30 minutes*)  
Complete any remaining assignments

**7:45 — 9:15 p.m.** TSA Skit Event and Talent Show, Hermitage Hall  
(*90 minutes*)

**9:15 — 9:45 p.m.** Break

**9:45 — 11:15 p.m.** Leadership Championships Session 2 (*90 minutes*)

### **SESSION 2 EVENTS SIMULTANEOUS**

Speed Creed, Board Room  
Extemporaneous Presentation, Kingsland Room  
Prepared Presentation, Carters Room

11:30 p.m.

Curfew — All in assigned rooms

## Saturday

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7:00 — 8:00 a.m.

Recognition Breakfast, Heritage Hall  
Presentation of Leadership Certificates: Chapter Officers  
Presentation of Leadership Awards: Advisors  
Advanced Leadership Connection Degree Awards  
State Officer Team  
Closing Ceremonies: State Officer Team

## CODE OF CONDUCT

### STUDENT ATTENDEES

1. I will, at all times, respect all public and private property, including the hotel or motel in which I am housed.
2. I will spend each night in the room of the hotel or motel to which I am assigned.
3. I will strictly abide by the curfew established and shall respect the rights of others by being as quiet as possible after curfew.
4. I will not remain in the sleeping room of the opposite sex unless the door is completely open at all times, unless the person is my legal spouse.
5. I will not use alcoholic beverages. I will not use drugs unless I have been ordered to take certain prescription medications by a licensed physician. If I am required to take medication, I will, at all times, have the orders of the physician on my person.
6. I will not leave the hotel or motel without the express permission of my local chapter advisor. Should I receive permission, I will leave a written notice of where I will be.
7. My conduct shall be exemplary at all times.
8. I will keep my advisor informed of my whereabouts at all times.
9. I will, when required, wear my official identification badge.
10. I will respect official TSA dress and not use tobacco products during any TSA activity.
11. I will attend, and be on time for, all general sessions and activities that I am assigned to and registered for.
12. I will adhere to the dress code at all required times.

Violations of Items 1 through 6 of the "Code of Conduct" will be grounds for disqualification, immediate removal from office or competition and relinquishment of awards and recognition. In addition, the violator will be sent home at his or her own expense. Notification of the violation and the action taken will be sent to the participant's local school district administrator and parents or guardians. The participant's entire voting delegation could be unseated due to the violation, and the candidates or competitors from the participant's local school and chapter could be disqualified as well. Violations of Items 7 through 12 will result in a warning and reprimand. Notification of the violation and the action taken will be sent to the participant's local school district administration and parents or guardians. Repeated violations of Items 7 through 12 may result in the participant being sent home at his/her own expense.

### ADVISOR ATTENDEES

- Advisors shall conduct periodic meetings with their student delegates and voting delegates for the purpose of reviewing the many conference activities for participants, obtaining progress reports, emphasizing time schedules, sharing successes and, overall, to ensure that the students are taking full advantage of the conference and its activities.
- All Medical Forms or School Liability Forms will be in the advisors possession at all times.
- Advisors shall keep an agenda for their own time and give it to their students so that the advisor may be reached during the conference at any time.
- Each advisor shall be responsible for seeing that participants adhere to all code of conduct practices and procedures as published in this book.

The rules, as stated in this Code of Conduct and in the Dress Code are called to your attention for review and apply to advisors as well as students.

## DIRECTIONAL MAP TO THE LEADERSHIP CONFERENCE

